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WAR FOOD ADMINISTRATION

Washington 25, D. C.

OCT 1 - 1943
U. S. DEPARTMENT OF AGRICULTURE
September 24, 1943

ADMINISTRATOR'S MEMORANDUM NO. 27

Organization of War Food Administration

OFFICE OF THE ADMINISTRATOR

To assist the War Food Administrator in the over-all planning, direction, and execution of the programs of the War Food Administration, there are hereby established in the Office of the Administrator the positions of two or more Assistant Administrators, one of whom shall be designated as First Assistant Administrator. Under the general supervision of the Administrator, each Assistant Administrator shall be responsible for such matters as may be assigned to him by the Administrator. He shall be authorized to sign or approve, over the title of First Assistant Administrator or Assistant Administrator, as the case may be, all matters which the Administrator may sign or approve.

When the Administrator is absent or unable to act, the First Assistant Administrator shall be the Acting Administrator. The Administrator will designate from time to time the official who shall be the Acting Administrator in the absence of both the Administrator and the First Assistant Administrator.

In the Office of the Administrator, there will be a Special Representative of the Administrator and one or more Assistants to the Administrator. The Special Representative of the Administrator shall act in a liaison capacity between the Administrator and the Governors of States and State Secretaries and Commissioners of Agriculture and with city and county officials in order to achieve maximum cooperation in carrying out the activities and functions of the War Food Administration. As set forth in the Federal Register of June 15, 1943 (8 F. R. 8087), the duties of one of the Assistants to the Administrator will include the performance, for the War Food Administrator, of regulatory functions as defined in the so-called Schwellenbach Act, approved April 4, 1940 (54 Stat. 31; 5 U.S.C. 1940 ed. 516a-516e).

PROGRAM AGENCIES

The program Agencies of the War Food Administration shall consist of the Food Distribution Administration, the Food Production Administration, the Commodity Credit Corporation, the Extension Service, the Office of

Labor Supply, the Office of Materials and Facilities, the Office of Transportation, and the Office of War Board Services. Until or unless otherwise provided, the functions of the Food Distribution Administration, the Food Production Administration, the Commodity Credit Corporation, the Extension Service, and the Office of War Board Services shall remain the same as heretofore have been prescribed in memoranda issued by the Secretary of Agriculture or the War Food Administrator.

The Office of Labor Supply shall be responsible for all functions of the War Food Administration relating to labor, manpower, and wage stabilization. The Director of Extension Work shall, under the immediate supervision and direction of the Director of Labor Supply, assist the Director of Labor Supply in discharging his responsibilities under the Farm Labor Supply Program, particularly with respect to the functions of the State Extension Services in the discharge of their obligations under the Program as expressed in their agreements with the War Food Administrator, entered into pursuant to Section 2 of Public Law No. 45.

The Office of Materials and Facilities shall be responsible for all materials, supplies, machinery, equipment, and facilities programs of the War Food Administration. The Director of Materials and Facilities shall serve as representative of the War Food Administration on the Requirements Committee of the War Production Board.

The Office of Transportation shall have the function of coordinating the transportation work of the various agencies of the War Food Administration, and shall be responsible for formulating and supervising the execution of general transportation policies and for directing War Food Administration activities in connection with the movement of food and farming and food processing materials or facilities within and into and out of the country.

In directing the activities of their respective agencies, the President of the Commodity Credit Corporation, the Director of Food Distribution, the Director of Food Production, and the Directors of Extension Work, Labor Supply, Materials and Facilities, Transportation, and War Board Services shall act under the general supervision of the Administrator or the Assistant Administrators, as the case may be. Except as otherwise may be provided by the Administrator, the head of each program agency may, in his discretion, delegate and provide for the subdelegation of his authority to the officers and employees of the agency.

SERVICE AND STAFF AGENCIES

All the Service and Staff Agencies of the Department of Agriculture, including the Bureau of Agricultural Economics, the Office of Budget and Finance, the Office of Foreign Agricultural Relations, the Office of Information, the Library, the Office of Personnel, the Office of Plant and Operations, and the Office of the Solicitor, shall constitute a part of the War Food Administration. Except as the Administrator may expressly prescribe otherwise, the services of such Service

and Staff Agencies shall be utilized by the War Food Administration in the same manner and to the same extent as their services heretofore have been utilized by the Department of Agriculture.

PERSONNEL ASSIGNMENTS

First Assistant Administrator - - - - - Grover B. Hill

Assistant Administrators

Ashley Sellers

Wilson Cowen

Assistants to the Administrator

Thomas J. Flavin

Stanley P. Williams

Francis A. Flood

Special Representative of the Administrator - - M. Clifford Townsend

Director of Food Production

Director of Food Distribution

J. B. Hutson

Roy F. Hendrickson

Director of Extension Work - - - - - M. L. Wilson

Director of Labor Supply - - Col. Philip G. Bruton

Director of Materials and
Facilities - - - - - M. Lee Marshall

Director of Transportation - - - - - Mark Upson

Director of War Board Services- - -William L. Nelson

President of the Commodity
Credit Corporation - - - - - J. B. Hutson

Director of Finance - - - - - W. A. Jump

Director of Foreign Agricultural
Relations - - - - - L. A. Wheeler

Director of Information - - - - - Morse Salisbury

Director of Personnel - - - - - T. Roy Reid

Chief of the Bureau of
Agricultural Economics - - - - - Howard R. Tolley

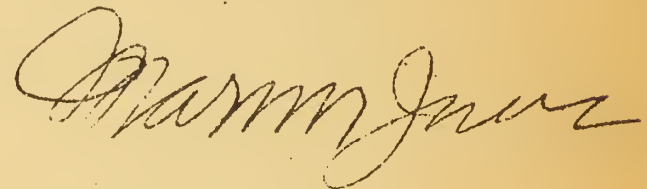
Chief of Plant and Operations - - Arthur B. Thatcher

Librarian - - - - - Ralph R. Shaw

Solicitor - - - - - Robert H. Shields

Administrator's Memorandum No. 1, issued April 19, 1943, and all revisions and supplements thereto issued prior to September 25, 1943, Administrator's Memorandum No. 2, issued April 30, 1943, and revisions and supplements thereto, Administrator's Memorandum No. 4, issued May 10, 1943, Administrator's Memorandum No. 10, issued May 27, 1943, Administrator's Memorandum No. 11, issued May 27, 1943, Administrator's Memorandum No. 12, issued May 29, 1943, Administrator's Memorandum No. 14, issued June 2, 1943, Administrator's Memorandum No. 19, issued July 13, 1943, and Administrator's Memorandum No. 22, issued July 31, 1943, are hereby superseded. All other existing memoranda in conflict with the provisions of this memorandum are hereby superseded to the extent of such conflict.

The provisions of this memorandum shall become effective September 25, 1943.



Administrator

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WAR FOOD ADMINISTRATION
Washington 25, D. C.

November 6, 1943

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ADMINISTRATOR'S MEMORANDUM NO. 27, SUPPLEMENT 1, U. S. DEPARTMENT OF AGRICULTURE

Organization of War Food Administration

Administrator's Memorandum No. 27 is hereby amended in the following respects:

1. Change the words "The Office of Labor Supply," wherever they appear, to "Office of Labor"; and change the words "Director of Labor Supply," wherever they appear, to "Director of Labor."
2. In addition to performing the functions provided for in Administrator's Memorandum No. 27, the Office of Budget and Finance will perform detailed budgetary and fiscal operations for those offices of the War Food Administration which do not maintain their own budget and fiscal offices.
3. In addition to performing the functions provided for in Administrator's Memorandum No. 27, the Office of Personnel will perform detailed personnel operations for those offices of the War Food Administration which do not maintain their own personnel offices.
4. Add the Office of Land Use Coordination to the list of Service and Staff agencies of the Department of Agriculture constituting a part of the War Food Administration.

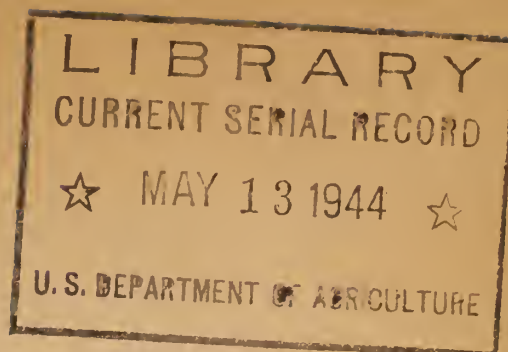
Wm. J. ...
Administrator

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AGR'L RESEARCH ADMIN

WAR FOOD ADMINISTRATION

Washington 25, D. C.



December 1, 1943

ADMINISTRATOR'S MEMORANDUM NO. 27, SUPPLEMENT 2

Organization of War Food Administration

The Office of Transportation has the function of "coordinating the transportation work of the various agencies of the War Food Administration" and is responsible for "formulating and supervising the execution of general transportation policies and for directing War Food Administration activities in connection with the movement of food and farming and food processing materials or facilities within and into and out of the country". In view of the coordinating, policy formulating, and supervisory nature of this work, and the small staff employed, the Office of Transportation will hereafter be considered a part of the Office of the War Food Administrator rather than one of the "program agencies" of the War Food Administration. Administrator's Memorandum No. 27 is hereby amended accordingly.

Administrator

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